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 RECPT # \_\_\_\_\_

OCA 86-2264  
 18 August 1986

NOTE FOR: \_\_\_\_\_

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FROM: Executive Officer  
 Office of Congressional Affairs

SUBJECT: Brookings Institution Luncheons

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With regard to the DDA's memo of 12 August asking for representatives to participate in upcoming Brookings luncheons, the following OCA personnel would be pleased to serve as table hosts/discussants (the expertise in each case is Congressional relations):

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-- \_\_\_\_\_ Deputy Director for House Affairs/OCA,  
 7B02 Headquarters, ext. \_\_\_\_\_

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-- \_\_\_\_\_ Chief, House Affairs Branch/OCA,  
 7B02 Headquarters, ext. \_\_\_\_\_

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-- \_\_\_\_\_ Deputy Director for Senate Affairs/OCA,  
 7B02 Headquarters, ext. \_\_\_\_\_

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-- \_\_\_\_\_ Chief, Senate Affairs Branch/OCA,  
 7B02 Headquarters, ext. \_\_\_\_\_

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-- \_\_\_\_\_ Deputy Director for Legislation/OCA,  
 7B14 Headquarters, ext. \_\_\_\_\_

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-- \_\_\_\_\_ Senior Attorney/OCA,  
 7B14 Headquarters, ext. \_\_\_\_\_

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EXO/OCA, \_\_\_\_\_ 18 Aug. 1986

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**ROUTING AND RECORD SHEET****SUBJECT:** (Optional)

Luncheon Briefings for The Brookings Institution--1986-1987

**FROM:** William F. Donnelly  
Deputy Director for  
Administration  
7D24 Hqs.**EXTENSION****NO.****DATE****TO:** (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S  
INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)1. D/OCA  
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12 APR 1986

MEMORANDUM FOR: Executive Director  
Deputy Director for Intelligence  
Deputy Director for Operations  
Deputy Director for Science and Technology  
Acting Chairman, National Intelligence Council  
Comptroller  
General Counsel  
Inspector General  
Director, Office of Congressional Affairs  
Director, Public Affairs Office

FROM: William F. Donnelly  
Deputy Director for Administration

SUBJECT: Luncheon Briefings for The Brookings Institution  
Public Policy Conferences for Corporate  
Executives on Understanding Federal Government  
Operations, 1986 - 1987

1. The Agency has accepted the invitation of The Brookings Institution to participate in its Public Policy Conferences for Corporate Executives on Understanding Federal Government Operations during 1986 - 1987. The six-day conferences for senior-level corporate executives are designed to provide an intensive overview of Washington policy making. This memorandum requests that you and your Deputy serve as host at one or two of the 13 luncheon/briefings and that you identify middle-to-senior level representatives of your individual offices to participate as table hosts and discussants at the briefings. Dates for the 1986 - 1987 series are attached.

2. The format will continue as in the past: Luncheon in the Executive Dining Room at 1200 hours followed by a briefing in the DCI Conference Room at 1300 hours, concluding at 1400 hours. As host, you will conduct a 10 to 15-minute overview of the Agency and the Intelligence Community followed by a question and answer period in which the Agency discussants, selected for their regional and/or functional expertise, will participate by answering questions from the assembled group. Cost of the luncheons is borne by The Brookings Institution.

3. Please forward a list of discussants with titles, regional or functional areas of expertise, office mailing addresses,

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and telephone extensions to [redacted] Dean of  
Conferences, Office of Training and Education, Room 1036  
Chamber of Commerce Building. She can be reached on extension  
[redacted] should you have further questions.

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[redacted]

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William F. Donnelly

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The dates for the 1986 - 1987 Brookings Institution Briefings and Luncheons are:

Friday

October 10 1986  
October 24 1986  
November 21 1986  
December 12 1986  
February 06 1987  
March 13 1987  
March 27 1987  
April 10 1987  
May 01 1987  
May 22 1987  
June 12 1987  
June 26 1987  
July 24 1987